

## Morgantown Municipal Bicycle Board

*Meeting Minutes*  
November 7, 2013  
Public Safety Building

### OPEN ACTION ITEMS:

Due Date	Responsibility	Action Item
12/5/13	Traci	223. Find out if any WVU sustainability interns are interested in serving on the BB
12/5/13	Damien	224. Organize a meeting between city officials and BB to discuss the Law & Order article that will include Damien, someone from the city manager's office, the police chief, Chip, Gunnar, and Traci
12/5/13	Damien	230. Talk to Fred about BFC sign
12/5/13	Damien	235. Pull counts from his counters and send to BB
12/5/13	Jing	236. Send information to BB about October traffic counts and send a list of other suggested intersections for counts
12/5/13	Traci	239. Email BB to ask who is interested in meeting with Clement Solomon at WVU
12/5/13	Emily, Marilyn, Gunnar	253. Review the education components from the Bike Plan to come up with a proposal for Allstate
12/5/13	Emily, Damien	254. Volunteered to be the 'count committee' and pull together what various data collecting methods we can take back to the COW
12/5/13	Gunnar, Chip	255. Volunteered to pull together examples of secure bicycle parking that we can take back to the COW
12/5/13	Gunnar	256. Will check in with Damien to get the label for the secure bicycle parking that's already installed
12/5/13	Damien	257. Will get an agenda item on the next Traffic Commission agenda to approve our proposed membership changes
12/5/13	Traci, Andrew, Jing	258. Will work on parameters for bike parking to share with Chris Fletcher
12/5/13	Jing	259. He will ask WVU student named Greg if he would like to be on the BB since he came to one of his bike plan input meetings
12/5/13	Emily, Gunnar, Marilyn, Frank, Andrew	260. Will meet as a subcommittee called "Ways to Spend Allstate's Money"
12/5/13	Derek	261. Will be the TAP rep from the BB to talk about chosen projects to Jeff Mikorski
12/5/13	Chip	262. Send the WV Connecting Communities Powerpoint from the meeting he attended to the BB

## Meeting Minutes:

### **Agenda Item 1 (Schmooze time)**

The November 2013 monthly meeting of the Morgantown Municipal Bicycle Board (BB) was called to order at 6:41 p.m. at the Public Safety Building by Vice Chair Gunnar Shogren with the following members attending:

- Present: Jing Zhang, Jonathan Rosenbaum, Emily Vasile, Frank Gmeindl, Damien Davis, Chip Wamsley, Gunnar Shogren, Traci Knabenshue, Marilyn Newcome, Derek Springston, Andrew Walker
- Absent: Colin Dierman
- Visitors: Bill Kawecki

### **Agenda Item 2 (Last Minute Agenda Items)**

None.

### **Agenda Item 3 (Minutes of Last Meeting)**

Spelling of the last name *Curcaba* is corrected.

### **Agenda Item 4 (Action Items)**

223. Find out if any WVU sustainability interns are interested in serving on the BB	Open.	Traci
224. Organize a meeting between city officials and BB to discuss the Law & Order article that will include Damien, someone from the city manager's office, the police chief, Chip, Gunnar, and Traci	Open.	Damien
230. Talk to Fred about BFC sign	Open.	Damien
235. Pull counts from his counters and send to BB	Open.	Damien
236. Send information to BB about October traffic counts and send a list of other suggested intersections for counts	Open.	Jing
239. Email BB to ask who is interested in meeting with Clement Solomon at WVU	Open.	Traci
245. Send Law & Order article out as a pdf as the web link is dead	Closed.	Frank
246. Downsize the 5x7 BFB sticker and send us a photo of it on a door	Closed. The BB voted on sticker size and chose 4x6.	Chip
247. Contact Dave Bruffy to see if he needs any changes to the bike parking map	Closed.	Derek
248. Look at the 'Find It, Fund It Table' TA chart given at the MAP 21 meeting and compare it to projects in the bike plan to	Closed. Derek reports on the sub-group's ideas.	Traci, Chip, Derek



find intersections that may be viable for the DOH 'Intent to Apply'		
249. Scan the 'Find It, Fund It Table' and send to BB	Closed.	Frank
250. Email the traffic count numbers to Emily, Email bike sales data to Emily by <b>Wed, Oct 9<sup>th</sup> at noon</b>	Closed.	Damien, Chip
251. Send verbiage of her email invitation to legislators for the Oct 20 <sup>th</sup> bike ride to the rest of the BB	Closed.	Traci
252. Send his Safe Routes to Schools presentation to the BB	Closed.	Frank
253. Review the education components from the Bike Plan to come up with a proposal for Allstate	Closed.	Emily, Marilyn, Gunnar

#### **Agenda Item 5 (Ripe Banana Issues)**

Jonathan shares that Positive Spin will offer bike valet parking for the Reel Rock Film Festival on November 14<sup>th</sup>.

#### **Agenda Item 6 (Report from BB presentation to the COW)**

Traci gives her report on the COW presentation. It went well and the City Council asked the BB to report back on 3 things--1) give feedback on different ways to collect bicycle use and crash data 2) give feedback on examples of secure bicycle racks and making bicycle racks at all multi-family units 3) keep following up with Jeff Mikorski on timelines for our 7 items. Discussion begins on how best to follow up on these things. Bill Kawecky suggests that the BB needs to find more popular support in town and more people to come speak at COW meetings and that it needs to use media to drum up some of that support. Andrew talks about the need to drum up public support to show city council that implementing the city bike plan is important to the BB. Volunteers are chosen to work on two items: Emily and Damien for the 'collecting data' piece and Gunnar and Chip for the 'secure parking' examples.

#### **Agenda Item 7 (Proposed Membership Changes)**

The BB discusses verbiage to broaden membership definitions in the procedural guidelines. It decides to change the 'youth commission' and 'WVU Cycling Club' wording, but leave all numbers of representatives the same. Damien says he will get this item on the Traffic Commission agenda for approval.

#### **Agenda Item 8 (Frank and Chris Fletcher)**

Frank states there was a meeting of him, Roy Nutter, Jeff Mikorski, Jenny Selin, Christiaan Abildso, and Chris Fletcher; some discussion on the meeting focused on the city's comprehensive plan and Chris asked listed some items in the bike plan plan that could be affected by zoning. Of those, Frank thinks there are two the BB could work on- parameters of bike parking (revisit Chris Fletcher's email for notes on that) and working with MPO on some complementary standards; Traci, Andrew, and Jing volunteer to work on this.



### **Agenda Item 9 (MPO Bike Plan Open House)**

Jing states that about 20 people, including local officials and WV DOH employees, came to his open house. He coded a GIS map in 4 categories, and people commented on those. Mary Smith from Mountain Line said she'd like to see a combined bike and bus map to help commuters and to evaluate bus routes. Mary can tell Jing how many bike racks are being used on the buses and if they're being more heavily used on certain routes. Jing's next step is to take the bike route suitability map and place on it what types of lane marking/signage recommendations we would make on different routes. His poster is available on the MPO website and MPO Facebook. He also included information on his maps from the statewide trail plan and some of the connections and feedback people gave at the state DOH meetings given over the last year. Three WVU students came, including one named Greg from the SGA. Jing will ask him if he wants to be on the bb

### **Agenda Item 10 (Allstate Funding Opportunity)**

Just before the meeting, Susan Sullivan at the city sent something to Frank from Allstate saying they wanted us to propose something before the end of the year. The group discusses replicating some of the items in the grant the BB had and asking for some others, including an ad in the Dominion Post, instructor salary, Allstate branding on the website, and an electronic billboard. A committee is formed called "ways to Spend Allstate's Money" and it includes Emily, Gunnar, Marilyn, Frank, and Andrew

### **Agenda Item 11 (TAP Money)**

Derek presents the 4 projects that the TAP subcommittee picked to ask the city to support for 'Intents to Apply.' They are: covered bike parking at bus stops, trails for bike skills in Marilla Park, and the shared lane markings/signage project for which a lot of legwork has already been done. Derek volunteers to be the person that will take these ideas to Jeff for approval.

### **Agenda Item 12 (Project Reports)**

# 9- Represent BB on WV Connecting Communities: Chip attended the Board of Directors meeting for the WVCC. They officially changed their name and started also talking about where to paint lines on certain roads to keep cyclists away from crumbling edges. Emily asks chip to send the PowerPoint from that meeting to the BB.

### **General Discussion**

Don Spencer offers the suggestion to start creating a "visible constituency." He asks the BB to put together an email list of bike friendly people and that we send out simple updates and put out a call to action to them to show up at public meetings to show support for components of the bike plan. Bill Kawecki says city council action is not just based on comfort level, it's motivation. He says the BB needs to put the word out to get some momentum. Don says that Don Strenbeck puts out stuff every day about anything related to rivers. Emily says she can start posting to Facebook.

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Vice Chairman Shogren adjourned the meeting at 8:44 pm. The next meeting is planned for Thursday, December 5th at 6:30 pm.

Minutes respectfully submitted this date by Traci Knabenshue, 2/3/14.



Attendance:

	Se pt 12	O ct 12	N ov 12	De c - 12	Ja n - 13	Fe b 13	M ar ch 13	A pr il 13	M ay 13	A ug 13	Se pt 13	O ct 13	N ov 13
<b>Dierman, Colin</b>		X	X		X								
<b>Gmeindl, Frank</b>	X	X	X	X	X		X	X	X	X	X	X	X
<b>Knabenshue, Traci</b>	X	X	X	X			X	X	X	X	X	X	X
<b>Newcome, Marilyn</b>	X	X			X		X	X	X			X	X
<b>Rosenbaum, Jonathan</b>	X	X	X	X	X		X	X	X	X	X	X	X
<b>Shogren, gunnar</b>		X	X	X	X		X	X	X	X	X	X	X
<b>Springston, Derek</b>		X			X		X	X		X		X	X
<b>Vasile, Emily</b>							X	X	X	X	X	X	X
<b>Walker, Andrew</b>		X		X	X		X	X					X
<b>Wamsley, Chip</b>	X	X	X	X	X		X	X		X	X	X	X
<b>Zhang, Jing</b>							X	X		X	X	X	X

X=Present

Blank = Absent